

ORDER

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

3140.3A

9/29/78

**SUBJ: INSPECTION AND SURVEILLANCE OF FLIGHT TRAINING
AT THE MIKE MONRONEY AERONAUTICAL CENTER**

1. **PURPOSE.** This order establishes procedures to ensure that agency flight training is conducted safely, uniformly, and in conformity with approved practices and procedures, and that ground school and synthetic trainer procedures conform to acceptable standards and practices.
2. **DISTRIBUTION.** This order is distributed to the branch level in the Washington Flight Standards Service and Office of Personnel and Training; to division level in all regional Flight Standards and Personnel Management offices, except Southwest Region to Southwest regional Flight Standards and Personnel Management offices to the branch level; to the Flight Standards Training Branch at the FAA Academy; to all Flight Standards Field Offices and the Flight Standards National Field office.
3. **CANCELLATION.** Order 3140.3, dated January 22, 1966, is canceled.
4. **DEVELOPMENT AND APPROVAL OF FLIGHT TRAINING COURSES.**
 - a. The Flight Standards Service is responsible for the approval of flight training practices and procedures which affect safety, and for assuring that adequate provisions are made in each flight training course to include all maneuvers, procedures, and subject matter necessary to achieve the course outcomes.
 - b. New flight training courses shall be developed and approved in accordance with the applicable provisions of Order 3000.6B and Handbook 4040.9. After a new course has been developed, but prior to its implementation, all technical material pertaining to flight maneuvers, manuals, procedure descriptions, checklists, etc., shall be submitted to Flight Standards Service for review and approval.
 - c. Changes in flight maneuvers, etc., proposed by the Aeronautical Center for existing courses shall be submitted to Flight Standards Service for approval. The procedure shall be the same as for new courses.
 - d. For the purposes of technical review, direct coordination between the Flight Standards Branch, AAC-950, and the appropriate division of Flight Standards Service is authorized.

Distribution: WFS/PT-3; RFS/PM-2 (minus SW region);
RFS/PM-3 (SW region only); CAY-2; AAC-950
(5 copies); AFS-500 (20 copies); FFS-0 (2 each)

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9/29/78

5. EVALUATION AND SURVEILLANCE OF FLIGHT TRAINING.

a. The Flight Standards Service shall establish acceptable levels of knowledge and skill for individuals completing flight courses at the Aeronautical Center. These levels shall be specified for each new flight course as part of the approval of the training plan.

b. The responsibility for and method of determining whether flight training is achieving the desired levels of knowledge and skill shall be specified in the evaluation plan adopted in accordance with the applicable provisions of Order 3000.6B.

c. The Aeronautical Center shall recommend changes in flight training courses and procedures whenever they believe such changes will improve the safety and effectiveness of the training.

d. The Southwest Region shall conduct an annual, in-depth inspection and evaluation of the various flight training programs to assure that the approved training practices and procedures are being followed. The evaluation shall take into account all flight training surveillance conducted in accordance with paragraph 6 of this order and shall include an analysis of the strengths and weaknesses of the overall program in addition to comments and recommendations concerning specific courses in accordance with appropriate procedures outlined in Order 3000.6B, Chapter 13. Specific areas to be addressed are included in Appendix 1 of this order. The report of this evaluation shall be submitted by September 30 each year to the Director of the Mike Monroney Aeronautical Center, AAC-1, with a copy to the Office of Personnel and Training, APT-1, Attention: Training Programs Division, APT-300, and Flight Standards Service, AFS-1, Attention: Air Carrier Division, AFS-200, General Aviation Division, AFS-800, or Aircraft Programs Division, AFS-700, as appropriate.

6. FLIGHT TRAINING SURVEILLANCE REPORT (RIS: FS 3140-1). Inspections conducted throughout each year for the purpose of gathering information for the annual report referenced in paragraph 5.d. of this order shall be recorded on FAA Form 3112, Inspection and Surveillance Record. The reports shall be based on observations of flight and ground training and review of training files and aircraft logs. The reports shall indicate, for each course observed, whether the training was conducted in accordance with approved practices, standards, and procedures. When appropriate, reports will include recommendations for corrective action. The checklist contained in Appendix 1 shall be used as a guide in the preparation of this report. The Southwest Region shall submit one copy of each surveillance report to AAC-1. When discrepancies are observed, one copy of the report will also be sent to AFS-1, Attention: AFS-200, AFS-700, or AFS-800, as appropriate, and to APT-1, Attention: APT-300. The problems reported shall be reviewed and required action taken by the appropriate division.

9/29/78

3140.3A

7. FLIGHT TRAINING INSPECTION AND SURVEILLANCE REPORT (RIS: FS 3140-2). The Flight Standards Service shall review the overall flight training program as reflected in the annual report. Service comments and recommendations shall be submitted to AAC-1, ASW-1, and APT-1. The subject of the covering memorandum shall reflect the report title and RIS as shown in the heading of this paragraph.

8. INSTRUCTOR PROFICIENCY AND STANDARDIZATION. The Aeronautical Center shall assure the proficiency and standardization of all flight instructors through an organized program of recurrent training and proficiency checks. ATPC and type rating flight checks given to instructors shall be administered by the unit chief or in his absence, a designated alternate check pilot. ATP and type rating flight checks given to other than instructor personnel may be administered by any currently qualified instructor personnel.


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